

SHEPTON MALLET NEIGHBOURHOOD PLANNING COMMITTEE MEETING

HELD at 7pm on 16th January 2020 in Shepton Mallet Library

MINUTES

Present: Sally Lever, Shepton Mallet Phase 7 Residents Association
Eve Swallow, Shepton Mallet Phase 7 Residents Association
Richard Thomas, Shepton Mallet Phase 7 Residents Association
Hayley Cullen, Resident
Abbie Chivers, Resident
Alan Marter, Resident
Matt Harrison, Shepton Mallet Councillor (Chair)
Simon Edwards, Resident
Alice Archer (Secretary)

Apologies: Jon Parham, Somerset County Councillor
Robin Horton, Resident
Tristan Faith, Councillor

1. Welcome

Matt welcomed members of the Shepton Mallet Phase 7 Residents Association and brought them up to date with work undertaken so far.

2. Minutes of the meeting held on 17th October 2019

These were accepted as a true record of the meeting.

3. Matters arising from those Minutes

Action: John would write to Transport Adviser asking him to undertake a report on our behalf. *This was dependent upon the current balance of funds available Carried forward.*

Action: Andre would provide Alice with links to related documents that would provide information to support the neighbourhood plan, Alice would then circulate this. *Carried forward - Alice to chase.*

Action: Andre would identify Brownfield sites within the boundary and pass this information onto Alice who would circulate. *Carried forward – Alice to chase*

Action: Tristan to approach the Somerset Wildlife Trust to look at the Meadows (2 fields), Combe Lane and Tadley Place and identify Wildlife within those areas as residents had expressed the desire that these be designated protected green spaces. *This information can be acquired from Mendip District Council – Alice to get this.*

Action: **Alice to approach Mendip District Council for details of wildlife tracks.**

Action: Matt to get up to date financial statement from Mendip Town Council Clerk. *Completed.*

Action: Alice to write to Liz & Becky to get an estimate of the costs to set aside to enable the project to finish. Completed.

Action: John to make enquiries with Mendip District Council to establish the procedure for designating a development site as part of the Neighbourhood Plan and report to the next meeting. Carried forward.

Action: Alice to write to Liz & Becky to find out whether there is the possibility of being eligible for a further grant, the criteria needed to access this and the procedure to follow to get this. Completed.

Action: If it is confirmed there is sufficient funding for the Transport Adviser's costs then this could be progressed before the next meeting. Covered below. Completed.

Action: Matt to write to Estate Agents with the questionnaire. Matt reported there had been no responses to this. Completed.

Action: Information about housing needs/enquiries in Shepton Mallet can be obtained from Mendip District Council based on information provided by local Housing Associations. Alice to request this.

Action: Local information is often provided by online housing search engines, e.g. Zoopla. Information to be requested from Becky & Liz consultants

4. Finances re Transport Adviser

Liz and Becky's responded in an open email explaining funding that could be achieved and the criteria for releasing this. They also produced a forecast of the costs required for their aspect of the work needed to complete the project. This did not include the cost of the Transport Policy. Matt had furnished an up to date financial report which showed a shortfall in funding for both of approx. £3,500 to finalise this project. This would include cost of consultants attending at least 2 meetings if not already included in Liz and Becky's forecast. It was agreed a telephone conference would be held focussing on finances with the following people:

Tracy Aarons Deputy Chief Executive, Mendip District Council
Liz Everson,
Liz and Becky Consultants
John Parham Somerset County Councillor
Robin Maher, Resident
Matt Harrison, Saltash Town Council to facilitate

Action: Matt Harrison to facilitate a meeting/telephone conference to look at the financial situation

5. Response from Becky and Liz

This was in the form of an open email to all members which was read out at the meeting. It was apparent that in order to access funding the following would need to be undertaken:

- Meeting would need to identify suitable sites for additional housing;
- Meeting would need to identify suitable sites for social housing

Liz and Becky could assist the meeting with the selection of the above.

6. Design Guide

Work was progressing well with a few more photographs needed and then cross comparison with a design guide matrix to ensure all bases were covered.

7. Timetable

See attached. Good progress had been made with the Design Guide almost completed. The Transport Policy would take approximately 3 weeks once funds were made available and work was needed to identify sites (see Item 5 above).

It was agreed by all that since the public consultation which had taken place some time ago there are areas that have not been covered which were important to residents. This had been brought to the meetings attention by residents who had attended previous meetings and reinforced by representatives of Shepton Mallet Phase 7 Residents Association at this meeting. These were:

- Health and Leisure facilities
- Green spaces
- Care Homes
- Disability Access (specified with the transport policy brief) but to include access to further education which involved travelling out of the area for all residents
- Residential parking
- Wildlife tracks
- Additional protected green spaces being highlighted by residents
- Identification and protection of green spaces
- Green agenda, cycle tracks, tree cover

A discussion ensued as to the best way to address this as evidence would be needed to back up any recommendations made in the Neighbourhood plan. Options were, including the above in the draft neighbourhood plan when it went out for public consultation and asking for feedback about the highlighted topics or undertaking a public consultation exercise featuring the above issues specifically. This would be brought to the next meeting as a separate agenda item.

Action: Best way of getting evidence of issues being highlighted by residents as important to them so they can be addressed within the neighbourhood plan, but not backed by evidence from the public consultation to be discussed.

8. Proposed date for future meetings:

20th February 2020

19th March 2020

23rd April 2020

21st May 2020

9. Date of next meeting(s)

20th February 2020